CHECKOUT LAUNCH CONTROL SYSTEM (CLCS) BUSINESS RECORDS

PROCESS	BUSINESS RECORD TITLE	RESPONSIBLE FOR COMPLETION	FILE LOCATION (Office No.)	RETENTIO N PERIOD	ARCHIVE LOCATIO N	ARCHIVE PERIOD
Property Management-Internal Audit KDP-P-1172-BASIC	Property Management Internal Audit Log	CLCS Property Custodian	PCC Rm 3084	1 year	N/A	N/A
	NASA Equipment Management System (NEMS)	NASA/LO-SOD-1	NASA Wide Electronic Tracking System	External Unknown	N/A	N/A
	CLCS Property.fp3 (database)	CLCS Property Custodian	PCC Rm 3084	Until no longer on Property Account or until end of project.	N/A	N/A

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KENNEDY SPACE CENTER BUSINESS MANAGEMENT SYSTEM

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Rev: Basic